

North Fork Rancheria Indian Housing Authority
57907 Old Mill Site Court
North Fork, CA 93643
(559) 877-7360

Board of Commissioners Meeting Minutes
November 13, 2019
5:00 pm

Commissioners Present

Thomas Galt
Bobby Hale
Richie Cline
Christopher Aguirre
Shannon Wentworth

Commissioners Absent

Elaine Fink
Katrina Guitierrez
Jacquie Van Huss

Staff

Paul Irwin
Bernice Polkenhorn
Debora Kerns Barba

Guests

A. **CALL TO ORDER:**

Thomas Galt called the meeting to order at 5:03 pm.

B. **ROLL CALL AND QUORUM DETERMINATION:**

Roll was called and it was determined that a quorum was present.

C. **APPROVAL OF AGENDA:**

Christopher Aguirre motioned to approve the agenda, Bobby Hale seconded, and the motion carried 5/0/0.

D. **APPROVAL OF MINUTES 10/26/2019:**

Richie Cline motioned to approve the 10/26/19 meeting minutes, Christopher Aguirre seconded, and the motion carried 5/0/0.

E. **REPORTS:**

(1) **Director:**

i. **2017 ICDBG – Sierra Mono Museum:**

The director reported that the drainage between the pavement and hillside has been graded, a pad has been established for the propone tank, and the tank has been set. We have also contracted to have the water tanks installed and those are about 80% complete. We also had a masonry contractor out today to begin the CMU traffic barriers. The director is working on flooring quotes, and our crew will get back on the job once they wrap up rehabs and other projects. The ICDBG completion date has been extended by HUD until 3/31/2020. The director has an annual performance report due on this grant tomorrow.

ii. **2018 ICDBG – Cultural and Environmental Protection Center:**

The director reported that the RFP for architecture & engineering services was issued on 11/1/19, and is due on November 25th. The director also reported that the Notice of Finding of No Significant Impact and Notice of Intent to Request Release of Funds was published on 10/19/19. Once the required 15-day comment period passed, the director submitted the Request for Release of Funds to HUD on 11/5/19. Funds are anticipated to be released by 11/21/19. Questions regarding the RFP were due yesterday by 5pm, and we did receive questions from two firms. Those questions were answered and posted to the Tribal website RFP page. The director has an annual performance report due on this grant tomorrow.

iii. **32886 Road 222:**

The director previously reported that plans were submitted for permits on 10/11/19, and we received comment back from the County on 11/1/19. The director submitted the comments to the draftsman and engineer and they are currently addressing the comments.

iv. **Playground:**

The director reported that the playground contractor performed a site visit last Tuesday, and the crew began work yesterday and will be installing through the end of the week. Following install, we will need to install a perimeter to withhold the bark and then have the bark delivered and spread. The crew will also install signage and paint crosswalks.

v. **Fire Station Parcel:**

The director reported that the Madera County Board of Supervisors approved an MOU with the Tribe yesterday, and this MOU allocated 24,420.00 to brush the drainage ditch and create an additional diversion ditch around the site so water does not pond around the septic system south of the fire station. The director will need to dedicated time to get this coordinated with our construction staff and other local contractors if necessary.

vi. **CAL OES Grant:**

The California Governor's Office of Emergency Services (Cal OES) released a Public Safety Power Shutoff (PSPS) Resiliency Allocation to Tribes. This opportunity will make available 1.5 million, with maximum awards of up to \$250,000 for tribes to prepare and respond to PSPS events. It allows for long-term emergency electrical generation equipment, continuity plans, risk assessments, post event reports, and public education. We learned of this opportunity during the PSPS event on 10/27, and it was originally due on 11/4 but extended to 11/12. The directors and tribal council had a special planning meeting on 11/4/19 and Tribal Council approved for the housing director to bill his time for preparing the grant application. The director was able to work with an electrical contractor we previously utilized and obtained a quote for backup generators at six government facilities. A total funding request of 247,363.52 was made, and itemized by building if the funding is competitive or if reduced awards are provided.

vii. Tribal Housing Roundtable/Rural Housing Summit:

The director reported that the California Coalition for Rural Housing Tribal Roundtable and Housing Summit were very informative. There were a number of tribes and housing authorities present including the Yurok, All Mission IHA, Redwood Valley, Northern Circle IHA, and Dry Creek Rancheria. A major focal point of the roundtable was the recently passed legislation, AB1010, this made tribes eligible for additional state funding sources that have increased budgets. Tax credits, HOME, Affordable Housing and Sustainable Communities, Local Housing Trust Fund, and the Multi-Family Housing program. There were also presentations from CAL HFA and Federal Home Loan Bank of San Francisco, which offer down payment programs that can be combined with tribal housing grants. Grid Alternative and a design firm called MIP provided presentations on their tribal work. The keynote was provided by the National Low-Income Housing Coalition and discussed the nationwide need for additional housing. Long term solution is constructing more housing, and removing restricting zoning, and other barriers, they also discussed incentives to local governments and landlords. The State Strategic Growth Council intends to award one tribal application through their Affordable Housing and Sustainable Community grant, but the application must meet the threshold requirements of 15 units per acres and must meeting other definitions of being an urban infill project. This grant is funded through cap and trade funds and intended to reduce greenhouse gas emissions, so it may be difficult for tribal applicants. Many other rural developers and non-profits seem to have issues with water and sewer infrastructure to support density requirements of funding. The director expressed potential of applicant leveraging other forms of down payment assistance, and future potential of voucher programs to make market rate units affordable but that those were dependent on the available housing stock in our area.

(2) Chairperson:

(3) Other:

- i. Financial Report: Staff presented the financials as of 11/1/19.
- ii. Monthly Report: Staff presented the monthly report for October.
- iii. Maintenance Report: Staff presented the monthly maintenance report for October.

F. NEW BUSINESS:

(1) Fall Incentives:

Bobby Hale motioned to approve the fall incentive not to exceed \$900, Shannon Wentworth seconded, and the motion carried 5/0/0.

(2) Holiday Schedule:

The NFRHA Personnel Policy provides the day before or after Christmas off as determined annually by the BOC, consensus of the BOC for the director to make a final determination based on consultation with staff.

(3) **Office Hours:**

Consensus of BOC to close the office from 12-1pm daily, effective December 2nd, 2019. This schedule will prevent staff from staggering lunches and will be more efficient for staff to complete designated duties. Notice will be provided in upcoming newsletter, posted, and will be provide on voicemail.

G. **OLD BUSINESS:**

H. **EXECUTIVE SESSION:**

Richie Cline motioned to go into executive session at 5:52 pm, Bobby Hale seconded, and the motion carried 5/0/0.

(1) [REDACTED]:

Tabled.

(2) [REDACTED]:

Tabled.

(3) [REDACTED]:

Consensus of the BOC to deny request for an additional pet request.

(4) [REDACTED]:

Consensus of the BOC to deny request for an additional pet request.

(5) [REDACTED]:

Bobby Hale motioned to approve \$40,000 in down payment assistance, Christopher Aguirre seconded, and the motion carried 5/0/0.

(6) [REDACTED]:

Staff reported on the approval of emergency rental assistance.

(7) [REDACTED]:

Staff reported on the approval of emergency rental assistance.

(8) [REDACTED]:

The director provided an update on the homeowner rehabilitation project.

(9) **Policies:**

Policy meeting date scheduled for December 7th 2019 at 8:00am.

Bobby Hale motioned to come out of executive session at 6:21 pm, Richie Cline seconded, and the motion carried 5/0/0.

I. **NEXT MEETING:**

November 20, 2019 at 5:00 pm.

J. **ADJOURNMENT:**

Christopher Aguirre motioned to adjourn at 6:23 pm, Richie Cline seconded, and the motion carried 5/0/0.

MINUTES TRANSCRIBED BY:



Bernice Polkenhorn, NFRIHA Office Assistant

COMMISSIONER APPROVAL

At a meeting of the Board of Commissioners of the North Fork Rancheria Indian Housing Authority, called and convened on the 20th day of November 2019 at which a legal quorum was present, these minutes were approved as written by a vote of 5 for, 0 against, and 2 abstaining.



Commissioner

11-20-2019

Date



Commissioner

11-20-2019

Date